

SECRET

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Copy 3 of 3

March 12, 1956

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Dear Bob,

Please inform [redacted] that he must account for his travel advance in the amount of \$174.00 which he drew on October 17, 1955. Apparently he believed this advance to be a prepayment of mileage and that no accounting would be required. As you know, prepayments per se, are never made; therefore, funds drawn before a journey is undertaken are to be accounted for. In this instance, [redacted] should claim 2991 miles at six cents a mile; he will then be due a small check in the amount of \$5.46.

Enclosed is a voucher to be filled in, signed and returned to me for processing.

Doug

Attachments: (2)
Travel Vouchers

Distribution:

- 0 - Addressee w/atts
- 2 - Proj Pers file
- ~~3 - Chrono~~

JHSJr/dec

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